



Regional Transportation Planning Agency - Local Transportation Commission
Monterey County Service Authority for Freeways and Expressways
Monterey County Regional Development Impact Fee Joint Powers Agency
Email: info@tamcmonterey.org

Technical Advisory Committee

**Thursday, August 1, 2024
9:30 AM**

MEETING LOCATION

Voting members must attend a physical meeting location to count towards quorum
*55B Plaza Circle, Salinas, California 93901
Transportation Agency Conference Room*

Alternate Location with Zoom Connection Open to the Public
*2616 1st Avenue, Marina, California 93933
Supervisor Askew's Office*

Members of the public & non-voting members may join meeting online at:
<https://us02web.zoom.us/j/950428194?pwd=T0N6RkZXWmN3UDAwTEZpUE9iVTIzQT09>

OR

Via teleconference at +1 669 900 6833

**Meeting ID: 950 428 194
Password: 185498**

Please note: If all board members are present in person, public participation by Zoom is for convenience only and is not required by law. If the Zoom feed is lost for any reason, the meeting may be paused while a fix is attempted, but the meeting may continue at the discretion of the Chair.

Please see all the special meeting instructions at the end of this agenda

1. QUORUM CHECK - CALL TO ORDER

Call to order and self-introductions. According to Transportation Agency and Page Committee bylaws, Committee membership consists of representatives from the Transportation Agency voting and ex-officio members, and other agencies that may be appointed by the Transportation Agency. Currently the Committee membership includes representatives from 12 Cities, the County, MST, Caltrans, City of Watsonville, the Air District, and AMBAG, for a total of 18 members. Five members of the Technical Advisory Committee, representing voting members of the Transportation Agency Board of Directors, constitute a quorum for transaction of the business of the committee.

If you are unable to attend, please contact the Committee coordinator. Your courtesy to the other members to assure a quorum is appreciated.

2. PUBLIC COMMENTS

Any member of the public may address the Board on any item not on the agenda but within the jurisdiction of the Board. All public comments are limited to three (3) minutes, unless specified otherwise by the committee chair. Comments in items on this agenda may be given when that agenda item is discussed. Persons who wish to address the Board for public comment or on an item on the agenda are encouraged to submit comments in writing to Maria at maria@tamcmonterey.org by 5:00 pm the Tuesday before the meeting, and such comments will be distributed to the Board before the meeting.

Alternative Agenda Format and Auxiliary Aids: If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals requesting a disability-related modification or accommodation, including auxiliary aids or services, may contact Transportation Agency staff at 831-775-0903. Auxiliary aids or services include wheelchair accessible facilities, sign language interpreters, Spanish language interpreters, and printed materials in large print, Braille or on disk. These requests may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting and should be made at least 72 hours before the meeting. All reasonable efforts will be made to accommodate the request.

3. CONSENT AGENDA

Approve the staff recommendations for items listed below by majority vote with one motion. Any member may pull an item off the Consent Agenda to be moved to the end of the **CONSENT AGENDA** for discussion and action.

3.1. **APPROVE** the draft Technical Advisory Committee Minutes for May 2, 2024.

- Maria Montiel

The draft minutes of the May 2, 2024 Technical Advisory Committee meeting are attached for review.

4. **RECEIVE** and **PROVIDE INPUT** on an overview of AMBAG's Draft 2024 Title VI Program.

- Doug Bilse, Regina Valentine (AMBAG staff)

Title VI is a federal statute that mandates that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The federally required Title VI Program is a comprehensive document that guides AMBAG in the Title VI process.

5. **RECEIVE** a presentation on regulations to transition to zero emission vehicles (ZEV).

- Doug Bilse, Frederik Venter

California regulations require many public agencies to begin transitioning their fleets to zero emission vehicles (ZEVs) starting January 1 of this year. This presentation will discuss how to begin planning your fleet transition, the current state of ZEV options for various vehicle types, and funding strategies.

- 6. REVIEW and PROVIDE INPUT** on the draft Scope of Work to select a consultant to assist in the development and approval of a Comprehensive Safety Action Plan as part of the regional Vision Zero Program.

- Doug Bilse

The Transportation Agency received a federal Safe Streets and Roads for All (SS4A) planning grant to prepare Vision Zero action plans for each jurisdiction in Monterey County that does not currently have one. In advance of releasing a solicitation for consultant services for this project, Agency staff is seeking feedback from the Committee on the draft scope of work.

- 7. PROVIDE INPUT** on the proposed procurement of Traffic Collision Data and Reporting software for the Monterey County Regional Vision Zero program.

- Doug Bilse

The Transportation Agency was awarded a \$250,000 grant from the Office of Traffic Safety (OTS) to procure an electronic traffic crash records management system. This system must be compatible with existing systems and allow member agencies to maintain and access crash data efficiently. Staff is seeking input from member agencies regarding the extent to which the database will be accessed and maintained.

- 8. ANNOUNCEMENTS and/or COMMENTS**

- 9. ADJOURN**

ANNOUNCEMENTS

Next Committee meeting:

Thursday, September 5, 2024, at 9:30 A.M.

**Transportation Agency for Monterey County
Conference Room**

55-B Plaza Circle, Salinas CA 93901

A quorum of voting members is required to be present to hold this meeting.

There will be a zoom link for hybrid participation by members of the public.

If you have any items for the next agenda, please submit them to:

Doug Bilse, Technical Advisory Committee Coordinator

Doug@tamcmonterey.org

Important Meeting Information

Agenda Packet and Documents: Any person who has a question concerning an item on this agenda may call or email the Agency office to make inquiry concerning the nature of the item described on

the agenda. Complete agenda packets are on display online at the Transportation Agency for Monterey County website. Documents relating to an item on the open session that are distributed to the Committee less than 72 hours prior to the meeting shall be available for public review at the Agency website. Agency contact information is as follows:

Transportation Agency for Monterey County

www.tamcmonterey.org

55B Plaza Circle, Salinas, CA 93901

TEL: 831-775-0903

EMAIL: info@tamcmonterey.org

Agenda Items: The agenda will be prepared by Agency staff and will close at noon five (5) working days before the regular meeting. Any member of the Committee may request in writing an item to appear on the agenda. The request shall be made by the agenda deadline and any support papers must be furnished by that time or be readily available.

Memorandum

To: Technical Advisory Committee
From: Maria Montiel, Administrative Assistant
Meeting Date: August 1, 2024
Subject: Draft TAC Minutes

RECOMMENDED ACTION:

APPROVE the draft Technical Advisory Committee Minutes for May 2, 2024.

SUMMARY:

The draft minutes of the May 2, 2024 Technical Advisory Committee meeting are attached for review.

FINANCIAL IMPACT:**DISCUSSION:****ATTACHMENTS:**

1. Draft TAC minutes May 2, 2024

WEB ATTACHMENTS:

TECHNICAL ADVISORY COMMITTEE MINUTES

Meeting held at the Transportation Agency for Monterey County Office

55-B Plaza Cir., Salinas CA 93901

Alternate Location: 2616 1st Avenue, Marina, California 93933, Supervisor Askew's Office

Draft Minutes of Thursday, May 2, 2024

COMMITTEE MEMBERS	MAY 23	JUN 23	AUG 23	SEP 23	OCT 23	NOV 23	JAN 24	FEB 24	MAR 24	APR 24	MAY 24
Robert Harary, Carmel-by-the-Sea (Robert Culver)	P	P	E	C	P	P	P(VC)	P(A) (VC)	P	P	P
John Guertin, Del Rey Oaks	A	P	-	A	A	-	-	-	A	A	A
Patrick Dobbins Gonzales, Chair (vacant)	P	P	E	N	P	E	P	P	P	P	P
Jamie Tugel, Greenfield, Vice Chair (Tony Nisich)	E	E	E	C	P	E	P	P(VC)	E	P	E
Octavio Hurtado, King City (Steve Adams)	P	P	P	E	P	P(VC)	P	P	P	P	P
Nourdin Khayata, Marina (Edrie Delos Santos)	P	P	P	L	P	P	-	P	P(A)	P (A)	A
Marissa Garcia, Monterey (Andrea Renny)	P	P(A)	P	L	P	P	P	P	P	P	P
Daniel Gho, Pacific Grove (Joyce Halabi)	A	P	P	E	P	P	-	P	P	P	A
David Jacobs, Salinas (Adrian Robles)	P	E	P	D	P	-	P	P	P	P	P
Leon Gomez, Sand City (Vibeke Norgaard)	P	P	P		E	P(VC)	P	P(VC)	P	P	P
Nisha Patel, Seaside (Patrick Grogan, Leslie Llantero, Carolyn Burke)	P(A)	P(A)	P(A)		P	P(A)	-	P(A)	P(A)	P (A)	E
Don Wilcox, Soledad (Alex Ramos, Kao Nou Yang)	E	E	P		P	P(A)	P	P	P	P	P(A)
Chad Alinio, MCPW (Enrique Saavedra)	P	E	P(A)		P(A)	-	P(A)	-	A	A	P(A)
Chris Duymich, AMBAG (Paul Hierling, Heather Adamson)	P	P	-		P(A)	-	P	P	P	P	P
Orchid Monroy, Caltrans (Tyler LeSage)	P	P	-		A	P(VC)	-	P(VC)	P	P (A)	P(VC)
Kyle Jordan CSUMB (vacPant)	A	-	-		-	P	P	P	P	P	P
Tyrone Bell, MBARD	P	-	P		P	P	-	-	P	P	P
Vince Dang, MST (Michelle Overmeyer)	P(VC)	P	P		P	P(VC)	-	P	P	P	P(A)

P = Present

A = Absent

P(A) = Alternate Present

E = Excused

(VC) = Video conference

STAFF	MAY 23	JUN 23	AUG 23	SEP 23	OCT 23	NOV 23	JAN 24	FEB 24	MAR 24	APR 24	MAY 24
T. Muck, Executive Director	P	P	E		E	P	P	P	P	P	E
C. Watson, Director of Planning	P	E	E		E	P(VC)	P(VC)	E	E	E	P(VC)
M. Zeller, Director of Programming & Project Delivery	E	P	P		P(VC)	P	-	P(VC)	P	E	P(VC)
D. Bilsse, Principal Engineer	P	P	P		P	P	P	P	P	P	P
M. Montiel, Administrative Assistant	P	P	P		P	P	P	P	P	A	P
J. Strause, Transportation Planner	P	P(VC)	P		P	-	P(VC)	-	-	A	A
T. Wright, Public Outreach Coordinator	A	-	-		-	-	P(VC)	-	-	A	A
L. Williamson, Senior Engineer	A	-	-		-	P	-	-	-	A	A
A. Hernandez, Transportation Planner	A	P(VC)	P		-	-	P(VC)	P(VC)	-	P	A
A. Guther, Transportation Planner	A	P(VC)	P		P	P(VC)	-	-	-	P	P
J. Kise, Director of Finance and Admin.						P(VC)	P(VC)	P(VC)	P(VC)	P	P(VC)
A. Sambrano, Transportation Planner					P(VC)	P(VC)	P(VC)	P(VC)	P(VC)	E	P(VC)

OTHERS PRESENT: Regina Valentine, AMBAG
 Jimmy Ochoa, Caltrans D5
 Ross Loehr, Urban SDK
 Ali Mustafa, Public
 Heather Adamson, AMBAG
 Frederick Venter
 Micah Dickman, Urban SDK
 Maribel, County Public Works

1. ROLL CALL

Chair Dobbins, City of Gonzales, called the meeting to order at 9:31 am. Introductions were made and a quorum was established.

2. PUBLIC COMMENTS

None

3. BEGINNING OF CONSENT AGENDA

M / S / C: Gomez/ Hurtado / unanimous

3.1 APPROVED the Technical Advisory Committee meeting minutes for April 4, 2024.

END OF CONSENT AGENDA

4 **DATA ANALYTICS TOOL FOR TRAFFIC STUDIES USING TRAFFIC SPED, TRAFFIC DELAY, AND TRAFFIC VOLUME**

Ross Loehr and Micah Dickman Urban SDK reported that they have an analysis tool that is similar to other products that can quickly respond to public speeding complaints, prioritize street safety, and measure the effectiveness of traffic calming measures. He noted that each system has unique features, and reviewing the Urban SDK product line enables Committee members to understand how these features could address their specific needs. TAMC staff have reviewed similar products to better understand the unique features of different offerings.

Doug Bipse, Principal Engineer Transportation Agency has recently received a grant from the Safe Streets for All program to prepare a Comprehensive Safety Action Plan for each jurisdiction in Monterey County that does not already have one. Mr. Bipse noted that the Transportation Agency staff is considering the procurement of a crash data analysis tool to assist in this process. He noted that an alternative would be to hire a consultant team to conduct the analysis, but that still requires an understanding of the industry trends and capability of current products.

Committee member Enrique Saavedra asked how the data is collected. Mr. Dickman replied that they use the data from smart objects like GPS, Apple play and the National Reporting system.

Committee member Jacobs asked about the cost. Mr. Dickman replied that a group discount would be offered, and they use road miles on the price for each city and allow multiple users for each city.

5 **REGIONAL TRANSPORTATION PLAN PROJECTS**

Alissa Guther, Transportation Planner reported that Agency staff are developing the project lists for the 2026 Regional Transportation Plan. She noted that the Regional Transportation Plan includes a listing of regionally significant projects on the regional road, highway, rail and transit networks planned over the time horizon of the plan, which add capacity and need to be included in the AMBAG Regional Travel Demand Model. Ms. Guther noted that the plan must also identify all other planned local street, bike/pedestrian and transit projects that may use state or federal funding. The list of projects identified in the plan must be consistent with the needs, goals and priorities identified in the policy element and the total cost of those projects must fall within the funding capacity of the long-range revenue forecast (constrained) or be shown as not fully funded (unconstrained).

In conclusion Ms. Guther noted that staff will outline the process for jurisdictions to review the list of their local projects and provide feedback on any cost or scope changes, or if projects need to be added or deleted by July 30, 2024.

Committee member Octavio Hurtado asked to include the 2022 list of projects to the email distribution.

6. DESIGNING FOR TRANSIT GUIDELINES

Michelle Overmyer, presented on Monterey-Salinas Transit District's (MST) Designing for Transit guidelines with an emphasis on recommended road widths. She noted that the guide was developed for planners, city or other public agency staff, and transit agency staff to meet complete street objectives. She noted that providing safe access for everyone using the street including bus riders, pedestrians, drivers, and bicyclists. Mr. Overmyer noted that with the guidance provided in this manual and coordination with Monterey-Salinas Transit (MST) staff, we can collectively improve the quality, efficiency, customer experience, and safety of our transit system. She noted that any proposed developments, alterations, or renovations that could affect transit service should be conducted both by consulting this guide and coordinating with MST staff.

In conclusion Ms. Overmyer noted that road diet projects typically re-assign the roadway right-of-way to improve pedestrian and/or bicycle service. She noted that sometimes the resulting roadway widths are not adequate to allow buses to navigate without conflicts. These narrow roads could lead to unintended consequences related to degraded transit service. In some cases, transit service may no longer be feasible if the road width is not adequate. MST recommends a minimum lane width of 11 feet for roads expected to include transit or paratransit service.

The Committee had the following comments and input on the Monterey-Salinas Transit District's (MST) Designing for Transit guidelines:

- Consider reducing street parking by only having parking in one side of the street
- Consider the minimum lane width of 11 feet for roads
- Narrow streets can affect transit services

7. UPDATE OF THE STATE HIGHWAY OPERATION AND PROTECTION PROGRAM (SHOPP) FOR DISTRICT 5

Jimmy Ochoa, Caltrans reported that the California Department of Transportation (Caltrans) manages the State Highway Operation and Protection Program (SHOPP) that includes monitoring the condition and operational performance of the highways through periodic inspections, traffic studies, and system analysis. The Biannual SHOPP Package will be reviewed including the 10-year workplan and 3-year workplan. Mr. Ochoa asked the committee members to submit any new regionally or locally funded projects planned on the state highway system. Mr. Ochoa noted that for projects to be incorporated into the Non-SHOPP PID workplan, they must be included in TAMC's Regional Transportation Plan (RTP), Caltrans's 3-year workplan, and have an executed cooperative agreement. For any questions regarding Non-SHOPP projects, please reach out to Jimmy Ochoa at (805) 503-5025 or via email at jimmy.ochoa@dot.ca.gov.

8. ANNOUNCEMENTS

Committee member Marissa Garcia announced that the City of Monterey is hiring and a few job opportunities for more information go to the website.

Committee member Enrique Saavedra announced the National Public Works week May 19-25, 2024. He also introduced Maribel.

9. ADJOURN

The meeting was adjourned at 10:56 a.m.

Memorandum

To: Technical Advisory Committee
From: Doug Bilse, Principal Engineer, Regina Valentine (AMBAG staff)
Meeting Date: August 1, 2024
Subject: **AMBAG Draft 2024 Title VI Program**

RECOMMENDED ACTION:

RECEIVE and **PROVIDE INPUT** on an overview of AMBAG's Draft 2024 Title VI Program.

SUMMARY:

Title VI is a federal statute that mandates that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The federally required Title VI Program is a comprehensive document that guides AMBAG in the Title VI process.

FINANCIAL IMPACT:

AMBAG receives federal funding through Caltrans and therefore is subject to this federal requirement.

DISCUSSION:

The requirements for the 2024 Title VI Program under FTA Circular 4702.1B incorporate environmental justice principles into plans, projects, and activities that receive funding from FTA. The following guiding environmental justice principles must be considered through "all public outreach and participation efforts conducted by the FTA, its grantees and sub-grantees":

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision making process, and to prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority and low-income populations.

A Title VI Program is the required guide for all Title VI related activities conducted by AMBAG. As such, this document will contain the procedures, strategies and techniques that will be used by AMBAG for increasing public involvement in all programs and projects that use federal funds and creating a more inclusive public participation process for LEP populations.

Below are the remaining key dates for finalizing the 2024 Title VI Program:

- May – June 2024: Present the Draft 2024 Title VI Program to regional Advisory Committees, Planning Directors Forum, and to the AMBAG Board of Directors

- June 3 – July 12, 2024: Public Comment Period
- July 2024: Prepare the Final 2024 Title VI Program
- July – August 2024: Present the Final 2024 Title VI Program to regional Advisory Committees and Planning Directors Forum, if substantive changes are needed in response to public review
- September 11, 2024: AMBAG Board of Directors will be asked to adopt the Final 2024 Title VI Program

The 2024 Title VI Program Public Draft will be presented at a variety of meetings including the Regional Transportation Planning Agencies' (RTPAs) Technical Advisory Committees and other transportation related committees. The Draft 2024 Title VI Program will be available on the AMBAG website at www.ambag.org. The public comment period will close on July 12, 2024. Staff will incorporate comments received into the Final 2024 Title VI Program which is scheduled to be adopted by the AMBAG Board of Directors at its September 11, 2024 meeting.

ATTACHMENTS:

None

WEB ATTACHMENTS:

Memorandum

To: Technical Advisory Committee
From: Doug Bilse, Principal Engineer, Frederik Venter
Meeting Date: August 1, 2024
Subject: **Zero Emission Fleet Transitioning and Electric Vehicle Charging**

RECOMMENDED ACTION:

RECEIVE a presentation on regulations to transition to zero emission vehicles (ZEV).

SUMMARY:

California regulations require many public agencies to begin transitioning their fleets to zero emission vehicles (ZEVs) starting January 1 of this year. This presentation will discuss how to begin planning your fleet transition, the current state of ZEV options for various vehicle types, and funding strategies.

FINANCIAL IMPACT:

Transitioning to ZEV will be a cost to many agencies. This presentation will include funding strategies agencies can use to defer this cost. A city the size of Monterey typically has over 200 fleet vehicles and this regulation can be a significant expense.

DISCUSSION:

California regulations require many public agencies to begin transitioning their fleets to zero emission vehicles (ZEVs). Most agencies will be required to meet this new regulation, but there are some exceptions including low population counties and agencies with small vehicles fleets (under 10 vehicles). The regulations took effect this year as follows:

- Starting January 1, 2024 – At least 50% of vehicle purchases are ZEVs
- Starting January 1, 2027 – 100% of vehicle purchases are ZEVs

This presentation will discuss how to begin planning your fleet transition, the current state of ZEV options for various vehicle types, and funding strategies. The presentation will also address how public agencies can support public EV chargers in their communities with a review of business models, how to site infrastructure, and how to offset costs through grants and other funding sources.

ATTACHMENTS:

None

WEB ATTACHMENTS:

[Advanced Clean Fleets Regulations](#)

Memorandum

To: Technical Advisory Committee
From: Doug Bilse, Principal Engineer
Meeting Date: August 1, 2024
Subject: **Safe Streets for All (SS4A) Project Request for Proposals**

RECOMMENDED ACTION:

REVIEW and **PROVIDE INPUT** on the draft Scope of Work to select a consultant to assist in the development and approval of a Comprehensive Safety Action Plan as part of the regional Vision Zero Program.

SUMMARY:

The Transportation Agency received a federal Safe Streets and Roads for All (SS4A) planning grant to prepare Vision Zero action plans for each jurisdiction in Monterey County that does not currently have one. In advance of releasing a solicitation for consultant services for this project, Agency staff is seeking feedback from the Committee on the draft scope of work.

FINANCIAL IMPACT:

TAMC applied for and was awarded a grant to prepare a Comprehensive Safety Action Plan for each jurisdiction in Monterey County that does not have an existing plan, or is in the process of developing one through a SS4A grant. The grant amount was \$640,000 with a local match of \$160,000 funded through the Service Authority for Freeways and Expressways (SAFE) Reserve funds. Over \$3 billion is still available for future SS4A funding rounds, which a portion will go towards capital improvements for jurisdictions with an approved action plan.

DISCUSSION:

The Monterey County Regional Vision Zero Plan will be a comprehensive county-wide safety action plan developed by TAMC in collaboration with partner agencies and other stakeholders to promote coordinated solutions to reduce fatalities and injuries due to traffic collisions in Monterey County.

Vision Zero is a strategy to eliminate all traffic fatalities and severe injuries, while increasing safe, healthy, and equitable mobility for all. Through the federal SS4A grant, TAMC's Monterey County Regional Vision Zero Plan will develop individual action plans for the Cities of Carmel by the Sea, Del Rey Oaks, Gonzales, Greenfield, King City, Marina, Pacific Grove, Sand City, Seaside, Soledad, and the County of Monterey (the Cities of Monterey and Salinas have already adopted Vision Zero Plans). Adoption of a Vision Zero Action Plan will make the jurisdiction eligible for further funding to construct the improvements envisioned in the plan.

In order to apply for an SS4A implementation grant, a jurisdiction must have an Action Plan that meets the following eligibility conditions:

1. Multimodal, systemic roadway safety analysis with mapping
2. A list of projects and strategies identified in the plan

3. Publication or updates between 2019 and April 30, 2024
4. At least 4 of the following items:
 - Commitment to eliminating roadway fatalities and serious injuries, and establishing a safety goal;
 - Convening a task force responsible for Action Plan development, implementation, and monitoring;
 - Meaningfully engaging public, stakeholders, partner agencies;
 - Conducting an equity-centered process, analysis, and impact assessment;
 - Assessing and updating existing plans, policies, guides; or
 - Developing metrics to assess progress over time.

The Request for Proposals includes a scope of work (Attachment 1) that defines the work expected to be completed as part of this grant. It is important that TAMC staff understand what effort each jurisdiction has invested and plans to invest in this program. Specifically, staff would like each jurisdiction to answer the following questions in order to clarify the scope of work in the RFP:

1. Does your jurisdiction have an approved Vision Zero Plan, Local Road Safety Plan, County Safety Plan?
2. Does the approved plan meet the criteria listed above required to submit an application for an SS4A implementation grant?
3. Has your agency been awarded an SS4A grant to prepare an action plan that meets these requirements?
4. Who do you suggest being included as a member of the task force?
5. What is the expectation of resources and is there a need to reach out to your community separately from the task force evaluation?

ATTACHMENTS:

1. Scope of Work DRAFT

WEB ATTACHMENTS:

SCOPE OF WORK

Monterey County Regional Vision Zero Action Plan

INTRODUCTION:

The Transportation Agency for Monterey County (TAMC) is hiring a team to develop comprehensive safety action plans for jurisdictions in Monterey County. The project is federally funded by a Safe Streets for All (SS4A) planning grant. The SS4A program supports the U.S. Department of Transportation's National Roadway Safety Strategy and their goal of zero roadway deaths using a Safe System Approach. A comprehensive safety action plan (referred to as an “Action Plan”) is the basic building block to significantly improve roadway safety. Action Plans are aimed at reducing and eliminating serious-injury and fatal crashes affecting all roadway users. Action Plans use data analysis to characterize roadway safety problems and strengthen a community’s approach through projects and strategies that address the most significant safety risks. For an agency to successfully apply for SS4A implementation grants, they must have an approved “Action Plan” that meets strict SS4A criteria.

This project will develop a Monterey County Regional Vision Zero Action Plan (RVZAP) in collaboration with its project partner agencies and other stakeholders to promote coordinated solutions in engineering, education, encouragement, evaluation, equity, and enforcement. The goal of the RVZAP is to eliminate fatalities and severe injuries in Monterey County through existing efforts and programs, along with implementation of additional recommendations. The RVZAP will utilize the Safe Systems Approach to develop recommendations focused on infrastructure, human behavior, and emergency response. The RVZAP will break down the study area into three Project Study Zones that include associated project partner agencies:

- South County
- North County
- Coastal Area

This project will also develop an action plan for each jurisdiction in Monterey County that does not currently have an adopted plan. This project will develop individual action plans for the following Project Partner Agencies to be consistent with the proposed RVZAP:

1. City of Carmel by the Sea
2. City of Del Rey Oaks
3. City of Gonzales

4. City of Greenfield
5. City of King City
6. City of Marina
7. City of Pacific Grove
8. City of Sand City
9. City of Seaside
10. City of Soledad
11. County of Monterey

Community engagement will be a critical component of a successful project. The SS4A program reflects the objectives of the Justice40 Initiative to confront and address decades of underinvestment in disadvantaged communities. The public engagement plan should be designed to identify and prioritize projects that benefit rural, suburban, tribal, and urban communities facing barriers to affordable, equitable, reliable, and safe transportation. The SS4A program is a “J40 Initiative-covered” program and the Action Plans developed as part of this contract should reflect recommendations expected to be successful candidates for future SS4A implementation grants.

TAMC will establish a vision statement for the RVZAP. The development of the vision statement will be a collaborative effort by TAMC, each jurisdiction, and safety partners, with direction from the governing boards of each jurisdiction. The vision statement will be an official public commitment (e.g., resolution, policy, ordinance, etc.) to an eventual goal of zero roadway fatalities and serious injuries. The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following: (1) the target date for achieving zero roadway fatalities and serious injuries, or (2) an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries. The RVZAP would be designed to acknowledge this goal and incorporate its achievement into analysis and implementation as noted below.

The RVZAP will promote safety towards preventing death and serious injuries on public roadways through a prioritized list of evidence-based recommendations that:

- Employ low-cost, high-impact strategies that can improve safety throughout the project study area;
- Ensure equitable investment in the safety needs of underserved communities, which includes both underserved urban and rural communities;
- Incorporate evidence-based projects and strategies and adopt innovative technologies and strategies;
- Demonstrate engagement with a variety of public and private stakeholders; and
- Align with TAMC’s mission and Strategic Goals such as safety; climate change and sustainability; equity and Justice40; and workforce development, job quality, and wealth creation.

RESPONSIBLE PARTIES:

TAMC, Consultant, Project Partner Agencies listed above

PROJECT OBJECTIVES:

- Consider Vision Zero best practices that include applicable policies, programs, and strategies that have been successfully implemented.
- Coordinate with existing road safety efforts underway in Monterey County and Vision Zero initiatives in the region.
- Engage community stakeholders in setting investment priorities for Vision Zero strategies.
- Propose Vision Zero strategies for TAMC and each Project Partner Agency and identify required financial and staffing resources necessary for a phased implementation.
- Identify partnership opportunities with public, private, and non-profit organizations to advance Vision Zero strategies.
- Refine existing and propose new metrics to track plan progress towards Vision Zero.
- Develop an individual Vision Zero Action Plan to be approved by each Project Partner Agency and a regional action plan to be approved by TAMC.
- Develop an Annual Report template that can be used by TAMC staff for future reporting on progress towards Vision Zero goals.

ACTION PLAN COMPONENTS:

The goal of an Action Plan is to develop a holistic, well-defined strategy to prevent roadway fatalities and serious injuries in a locality. A successful Action Plan includes eight key components, which are described in detail below and in Table 1 of the SS4A Notice of Funding Opportunity.

1. Leadership Commitment and Goal Setting

Leadership commitment and goal setting is an official public commitment (e.g., resolution, policy, ordinance) by a high-ranking official and/or governing body (e.g., mayor, city council, Tribal council, metropolitan planning organization, policy board) to an eventual goal of zero roadway fatalities and serious injuries.

The commitment must include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through one, or both, of the following:

- The target date for achieving zero roadway fatalities and serious injuries, or
- An ambitious percentage reduction of roadway fatalities and serious injuries by a specific date with an eventual goal of eliminating roadway fatalities and serious injuries.

2. Planning Structure

A planning structure is a committee, task force, implementation group, or similar body charged with oversight of the Action Plan development, implementation, and monitoring.

3. Safety Analysis

Safety analysis is analysis of existing conditions and historical trends that provides a baseline level of crashes involving fatalities and serious injuries across a jurisdiction, locality, Tribe, or region. It includes an analysis of locations where there are crashes and the severity of the crashes, as well as contributing factors and crash types by relevant road users (e.g., motorists, pedestrians, transit users). Analysis of systemic and specific safety needs is also performed, as needed (e.g., high-risk road features, specific safety needs of relevant road users, public health approaches, analysis of the built environment, demographics, and structural issues). To the extent practical, the analysis should include all roadways within the jurisdiction, without regard for ownership. Based on the analysis performed, a geospatial identification of higher-risk locations is developed (a high-injury network or equivalent).

4. Engagement and Collaboration

Engagement and collaboration involve robust engagement with the public and relevant stakeholders, including the private sector and community groups, that allows for both community representation and feedback. Information received from engagement and collaboration is analyzed and incorporated into the Action Plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practicable.

5. Equity Considerations

Equity considerations include plan development using inclusive and representative processes. Underserved communities are identified through data and other analyses in collaboration with appropriate partners. Analysis includes both population characteristics and initial equity impact assessments of the proposed projects and strategies.

6. Policy and Process Changes

Policy and process changes include assessment of current policies, plans, guidelines, and/or standards (e.g., manuals) to identify opportunities to improve how processes prioritize transportation safety. The Action Plan discusses implementation through the adoption of revised or new policies, guidelines, and/or standards, as appropriate.

7. Strategy and Project Selections

Strategy and project selections include identification of a comprehensive set of projects and strategies—shaped by data, the best available evidence and noteworthy practices, and stakeholder input and equity considerations—that will address the safety problems described in the Action Plan. These strategies and countermeasures focus on a Safe System Approach and effective interventions and consider multidisciplinary activities. To the extent practicable, data limitations are identified and mitigated. Once identified, the projects and strategies are prioritized in a list that provides time ranges for when the strategies and countermeasures will be deployed (e.g., short-, mid-, and long-term timeframes). The list should include specific projects and strategies, or descriptions of programs of projects and

strategies, and explain the prioritization criteria used. The list should contain interventions focused on infrastructure, behavioral, and/or operational safety.

8. Progress and Transparency

Progress and transparency are methods to measure progress over time after an Action Plan is developed or updated, including outcome data. It's a means to ensure ongoing transparency is established with residents and other relevant stakeholders. The approach must include, at a minimum, annual public and accessible reporting on progress toward reducing roadway fatalities and serious injuries and public posting of the Action Plan online.

For a project to be eligible for an SS4A implementation grant, it must be included in an approved action plan, or a combination of one or more existing plans, that substantially meets the following eligibility conditions:

- Multimodal, systemic roadway safety analysis with mapping
- A list of projects and strategies identified in the plan
- Publication or updates between 2019 and April 30, 2024
- Plus at least 4 of the following:
 - a. Commitment to eliminate roadway fatalities and serious injuries, and a safety goal
 - b. Task force responsible for Action Plan development, implementation, and monitoring
 - c. Meaningfully engaged public, stakeholders, partner agencies
 - d. Equity-centered process, analysis, and impact assessment
 - e. Assessment of and approach to update existing plans, policies, guides
 - f. Metrics to assess progress over time

1. Project Management

Task 1.1: Project Kick-off Meeting

Task 1.2: Staff Coordination

- Monthly to bi-monthly project team meetings with consultant and stakeholders to ensure good communication and that the project remains on time and within budget. Consultant shall record action items for each meeting.
- Responsible Party: Consultant

Task	Deliverable
1.1	<i>Meeting Summary</i>
1.2	<i>Monthly Meeting Notes</i>

2. Public Outreach

Task 2.1: Community Engagement Plan

- Devise an engagement strategy describing the process and opportunities for public input in each Project Study Zone on high-priority locations for safety improvements. Outreach will focus on underserved and unserved communities and include partnerships with community organizations.
- TAMC uses the Public Input community engagement software system and the consultant must ensure a seamless interaction with the Public Input platform.
- Responsible Party: Consultant

Task 2.2: Online Community Engagement

- Create content for a bilingual (English/Spanish) project website with project information, announcements, and comment box for the public to submit feedback. This content will be housed on the TAMC website and will be a resource for communicating project information and receiving public comments.
- Target outreach to solicit public input from citizens unable to attend community workshops or presentations with an interactive online project forum.
- Responsible Party: Consultant

Task 2.3: Meetings with Stakeholders

- TAMC will create three Vision Zero Task Force Groups, one for each Project Study Zone, consisting of staff representatives from City and County departments and other project stakeholders to serve as a sounding board for the development of the RVZAP.
- Consultant to present at up to 9 Vision Zero Task Force Group meetings. The Vision Zero Task Force Group will review data, identify safety issues and provide input on the deliverables in subsequent tasks. Consultant to develop outreach/presentation materials for Task Force meetings.
- The timing of Vision Zero Task Force Group meetings and level of involvement will be discussed during the project kick-off meeting. Consultant to develop outreach/presentation materials for Vision Zero Task Force Group meetings.
- In addition to Task Force Groups, consultant will meet once with Public Works staff from each jurisdiction (11 meetings total) to discuss recommendations.
- Consultant shall record action items for each meeting.
- Responsible Party: Consultant

Task 2.4: Community Workshops

- These workshops will take place in each jurisdiction (22 meetings total) to introduce the Draft RVZAP to the community, define the scope of the plan, introduce the project website, and solicit feedback from the public about the plan. Public comments will be used to help define and prioritize specific plan objectives and recommendations. TAMC will organize and promote community workshops, and consultant will develop all workshop presentations and materials.

- The timing of community workshops and level of involvement will be discussed during the project kick-off meeting. Consultant to develop outreach/presentation materials for community workshops.
- Responsible Parties: Transportation Agency for Monterey County and Consultant.

Task	Deliverable
2.1	<i>Community engagement plan</i>
2.2	<i>Project website, interactive online project forum</i>
2.3	<i>Presentation Materials, meeting notes, and feedback.</i>
2.4	<i>Workshop materials, summary of public feedback.</i>

3. Comprehensive Review of Existing Documents and Data

The Consultant shall perform a review of pertinent plans and policy documents applicable to the street system and transportation network within each partner jurisdiction. This includes, but is not limited to: General Plans, Monterey County Active Transportation Plan, Local Roadway Safety Plans, Specific Plans, the standard plans and specifications for each jurisdiction, the street standards for each jurisdiction, Capital Improvement Programs, Traffic Impact Fee projects lists, applicable Countywide Transportation Safety Policy and Implementation Guide, AB 43, and other relevant local and regional policies and guidelines.

- Responsible Party: Consultant.

Task	Deliverable
3	<i>Draft and final document review memorandum</i>

4. Collision History and Safety Data Analysis

Task 4.1: Collision Management System Recommendation

- TAMC received a grant from the Office of Transportation Safety (OTS) to procure a traffic database management system covering all jurisdictions in Monterey County. The data will be consistent with the Statewide Integrated Traffic Records System (SWITRS) data reported by each jurisdiction and include a backlog of 10 years of crash data.
- Consultant to provide an overview of available platforms and the functionality and key features of each, to support TAMC in selecting the platform that best meets ongoing data needs. TAMC will not allow a consultant selected for this contract to submit bids for the subsequent database management system.

- Responsible Party: Consultant.

Task 4.2: Collision History and Safety Data Analysis

- The Consultant shall perform a comprehensive review of crash data, traffic data, and roadway characteristics. This is expected to incorporate data from the traffic database management system TAMC expects to procure as described above. If TAMC cannot successfully procure the system in time to start this project, the consultant can use an alternative data source, such as the Transportation Injury Mapping System (TIMS). GIS assets, Citizen Requests, and dispatch records are also expected to be used as part of this task.
- TAMC is interested in including factors related for “level of stress” when identifying and prioritizing safety issues related to pedestrians and cyclists. The consultant team should discuss their approach to include data related to level of stress as part of the action plan process.
- To understand roadway risk factors and other contextual characteristics present in common for high- severity collision types, the consultant shall develop a GIS database of roadway, land use, and demographic characteristics, including ADT and prevailing speeds. The Consultant shall conduct a review of the collision data for each jurisdiction, summarized in exhibits such as: collisions over time, collisions by type, collisions by mode, etc. The Consultant shall develop a series of collision maps for each jurisdiction. Collisions will be mapped by mode and severity.
- Responsible Party: Consultant.

Task 4.3: High Injury Network

- The Consultant shall identify multimodal High-Injury Networks (HINs) in each jurisdiction, with an emphasis on fatal and severe injury collisions. The HINs will use a weighted collision score for each roadway segment that combines all injury levels, with fatal and severe injuries receiving higher weights.
- Develop a series of maps for each jurisdiction that illustrate the HIN for each mode: pedestrians, bicyclists, and vehicles; and a multimodal HIN that combines all three.
- Consultant will evaluate an approach to incorporate “level of stress” into this evaluation.
- Responsible Party: Consultant.

Task 4.4: Equity Analysis

- The Consultant shall conduct an equity and health analysis using a data-driven approach that identifies concentrations of historically disadvantaged or vulnerable populations using public health and demographic indicators. Special attention will be paid to demographic groups who are likely to face mobility restrictions including populations that are older, low income, and are ethnic minorities. Cross reference this data with statewide mapping utilities, such as CalEnviroScreen. This information can help guide prioritization of facilities so that multimodal

improvements are benefiting those who could most benefit from additional travel options and improve access to life-enhancing services and community centers. This analysis will map areas of high need as defined by concentration of population indicators; the results will also be summarized in a brief memo.

- Responsible Party: Consultant.

Task 4.5: Collision Profiles

- The Consultant shall define a set of Collision Profiles, which will represent the Vision Zero emphasis areas. These will be identified through a systemic collision analysis, which involves cross tabulating collision data with contextual data to identify key trends in types of locations that experience high concentrations of fatal and severe injury collisions. This cross tabulation of data is referred to as systemic collision matrices. Systemic collision matrices will be developed for motor vehicle, bicycle, and pedestrian modes; a set of matrices will be queried for all collision severities, and a set of matrices will be queried for only fatal and severe injury collisions. In review of the systemic collision matrices and collision landscape analysis, collision profiles will be identified, focusing on fatal and severe injury collisions. Each collision profile will include a map of the corresponding collisions, the percent of fatal and severe injury collisions encompassed by the profile, and identification of applicable potential countermeasures for implementation considerations.
- Responsible Party: Consultant.

Task 4.6: Collision Data Summary Exhibits

- The Consultant shall prepare digital and hard copies of emphasis area summaries to present at stakeholder engagement meetings. These materials will include a hard copy and online survey that allows attendees to prioritize the identified emphasis areas.
- Responsible Party: Consultant.

Task	Deliverable
4.1	<i>Memo on Available Collision Software Platforms</i>
4.2	<i>Collision Maps</i>
4.3	<i>High-Injury Networks</i>
4.4	<i>Equity Analysis Memorandum</i>
4.5	<i>Draft and Final Collision Assessment Memo including results of the collision landscape analysis, high collision locations, and collision profiles</i>
4.6	<i>Collision data summary exhibits</i>

5. Identify Countermeasures and Strategies

- Using the analysis and stakeholder engagement from the previous tasks, develop a prioritized list of countermeasures. This list will form the basis of a safety mitigation toolbox that will best address the most prevalent safety challenges. The toolbox will consist of proven measures that will be among the 82 types from the Caltrans' Local Road Safety Manual, as these countermeasures are eligible for HSIP grant funding, along with other successful measures that could be considered for application outside of HSIP funding.
- Responsible Party: Consultant.

Task	Deliverable
5	<i>Draft and final countermeasure toolbox</i>

6. Implementation Program

- The Consultant will collaborate with TAMC and partner agency staff to develop a strategy for implementing the recommended countermeasures and monitoring safety outcomes. The program developed will identify strategies and tools for monitoring performance, potential funding sources, agency roles and responsibilities for implementation of the plan, opportunities for funding of maintenance, and potential updates to City/County design standards.
- Responsible Party: Consultant

Task	Deliverable
6	<i>Draft and final implementation program memorandum</i>

7. Plan Development

Task 7.1: Administrative Draft Plan

- The Consultant shall develop a draft Regional Vision Zero Action Plan (RVZAP) based on the findings from the work conducted in Tasks 1 through 5, including Action Plans for each jurisdiction. Each deliverable developed in a prior task shall serve as a section of the draft RVZAP. The draft RVZAP shall include existing safety efforts and policies, data analysis methods and results, emphasis areas, countermeasures, and ways to implement the Plan. Exhibits and maps shall be included as appropriate. The Consultant shall circulate the draft RVZAP to TAMC and partner agency staff and stakeholders for input.
- Responsible Party: Consultant

Task 7.2: Draft Plan

- The Consultant shall create a final RVZAP, based on one round of consolidated comments from TAMC and local agency staff on the draft RVZAP. Provide online

and printed versions of the document. The Consultant shall also create a public-facing summary presentation, to be delivered by TAMC staff to the boards of local agencies.

- Responsible Party: Consultant

Task 7.3: Final Plan

- The Consultant shall create a final RVZAP, based on comments from the public and the governing boards of each jurisdiction. The final RVZAP will provide a roadmap for the jurisdictions moving forward. It will describe the implementation program the Cities/County should follow and any subsequent updates to the plan necessary based on new data or information becoming available. The consultant shall provide a presentation on the final plan to the TAMC board.
- Responsible Party: Consultant

Task 7.4: Annual Report Template

- The Consultant shall create an Annual Report template that can be used by TAMC staff to provide annual reporting on progress towards Vision Zero goals. Consultant shall include notes on methodology to annually review and report on collision data.
- Responsible Party: Consultant

Task	Deliverable
7.1	<i>Administrative</i>
7.2	<i>Draft Plan Document and Presentation</i>
7.3	<i>Final Plan Document and Presentation</i>
7.4	<i>Annual Report Template and Notes on Report Methodology</i>

8. Fiscal Management

Task 8.1: Invoicing

- Submit complete invoice packages to Caltrans District 5 staff based on milestone completion. Submissions will be at least quarterly, but no more than monthly.
- Responsible Party: Transportation Agency for Monterey County

Task 8.2: Quarterly Reports

- Submit quarterly reports to Caltrans District 5 staff providing a summary of project progress and grant/local match expenditures.
- Responsible Party: Transportation Agency for Monterey County

Task	Deliverable
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8.1	<i>Invoice Packages</i>
8.2	<i>Quarterly Reports</i>

Memorandum

To: Technical Advisory Committee
From: Doug Bilse, Principal Engineer
Meeting Date: August 1, 2024
Subject: **Traffic Collision Data and Reporting Software**

RECOMMENDED ACTION:

PROVIDE INPUT on the proposed procurement of Traffic Collision Data and Reporting software for the Monterey County Regional Vision Zero program.

SUMMARY:

The Transportation Agency was awarded a \$250,000 grant from the Office of Traffic Safety (OTS) to procure an electronic traffic crash records management system. This system must be compatible with existing systems and allow member agencies to maintain and access crash data efficiently. Staff is seeking input from member agencies regarding the extent to which the database will be accessed and maintained.

FINANCIAL IMPACT:

The OTS grant for \$250,000 did not have a local match. Once the system is in place, TAMC must determine how to maintain the database, and this could include a new database management server at the TAMC and/or member agencies. There are likely to be ongoing costs with the crash database management system that could require consultant services.

DISCUSSION:

State and local agencies need timely, accurate, and accessible traffic records that help to identify and prioritize traffic safety issues, and choose appropriate safety countermeasures. Traffic records improvement grants provide traffic safety stakeholders with the ability to improve the quality of crash and citation data through various efforts such as: purchasing equipment or software for electronic reporting of crash data, citation data reporting and collection, improving the compatibility of crash and/or citation data with the state and national data systems, and enhancing the ability to analyze trends in crashes and outcomes.

The Transportation Agency for Monterey County (TAMC) received a Safe Streets for All grant to prepare a Comprehensive Safety Action Plan for each jurisdiction in Monterey County (except for those agencies that already have one in place or are in the process of developing a plan). The Comprehensive Safety Action Plans will require a means to analyze collision data and incorporate it into community outreach events with a focus on underserved communities. To this end, the Transportation Agency also secured a separate grant from the State's Office of Traffic Safety that will provide a new traffic collision records system that can be used by local jurisdictions to develop a local road safety plan. The crash database system is set to aid numerous local agencies situated in rural, underserved communities. It will enable these agencies to compete more effectively for transportation safety grants. In particular, several local agencies in Monterey County lack an effective record-

keeping system, which this new system will supply. Additionally, each participating agency will receive training on how to utilize the database management and analytics software.

The goal is to create a Traffic Collision Database populated with collision data for the entire County of Monterey, with ongoing data population being done using timely, complete and accurate methods. Crash data will be stored with no personal information, equal to what is available using California Highway Patrol (CHP) Statewide Integrated Traffic Records System (SWITRS) data. The database will be available to all participating public agencies, including all law enforcement, for use in analytic crash evaluations and other analytics. The grant will also train law enforcement agencies to electronically upload their collision reports to the CHP iSWITRS System using the new system.

The OTS grant will allow TAMC to procure an electronic crash reporting solution that will work with the existing crash database systems used by member agencies in Monterey County. This will not preclude us from procuring a new (different) system, but will ensure it is compatible with anticipated systems expected to be used by local jurisdictions. A request for proposals will be used to select the system. The new system will have licenses for each agency in the County as needed to allow TAMC staff to access the data. The OTS grant has funds available to train TAMC staff and staff from the local agencies on how to use the new system and the benefits gained by improved data management.

Up to ten years of historical collision data acquired through the CHP SWITRS System will be loaded into the crash database. On an ongoing basis, crash data will be electronically uploaded (without personal information) from each police department. Any records not provided from law enforcement agencies will be imported from iSWITRS by Transportation Agency for Monterey County staff, or from the staff of member agencies.

As TAMC staff develops a request for bids, it is important to know what crash records database systems are currently in use and how the proposed system should be managed. TAC members are asked to be prepared to address the following issues:

- Does your agency have a traffic crash records database system in place, or has it discontinued the maintenance of a previous system? Do you expect to maintain this system after TAMC procures a regional system?
- Does your agency have an interest in taking an active role in data input or maintenance of the crash records database? This effort may allow your agency to produce customized reports and/or graphics.
- Does your agency have challenges recording crash data to the SWITRS system (do you use iSWITRS)?

ATTACHMENTS:

None

WEB ATTACHMENTS: